

OFFICE OF THE GENERAL COUNSEL
Division of Operations-Management

MEMORANDUM OM 95-98

December 13, 1995

TO: All Regional Directors, Officers-in-Charge,
and Resident Officers

FROM: B. Allan Benson, Acting Associate General Counsel

SUBJECT: Revised Outline of Law and Procedure in
Representation Cases

You should have received, or will receive shortly, copies of the revised Outline of Law and Procedure in Representation Cases. These copies, which were printed with Fiscal Year 1995 funds, were sent directly by the printer to the field offices.

As you will recall, in 1992 we issued an updated Outline which was later supplemented. This revised Outline replaces the earlier edition and the supplement, and carries the text to October 1, 1995. There are a number of new sections and an expanded use of Classification Outline numbers at the beginning of each section. Employees should place the revised Outline in the existing brown binder and discard the earlier edition and supplement.

I wish to extend our appreciation to Acting Inspector General John E. Higgins, Jr., for the considerable time and effort which he put into this project. I know that you will find the revised Outline to be a valuable resource in processing your representation cases.

If your office has not received the Outlines by December 22, please notify Deputy to the Assistant General Counsel Dana L. Hesse.

B. A. B.

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